

Metropolitan Local Human Rights Committee

Virginia Home for Boys and Girls
8716 W. Broad St.
Richmond, Va. 23294

**Bi-Monthly Meeting
July 10, 2012**

MINUTES

Group B

1. Call to Order – 1:05PM

2. Introductions

Michael Curseen, Regional Advocate
Barry Vasser, Vice Chair
Jennifer Huffman, Secretary
Edward Gerhard, LHRC Member
Brittany Chadwick, LHRC Member
Monique Tinsley, LHRC Member

Representatives from all 11 agencies in Group B introduced themselves.

3. Approval of Minutes for May 8, 2012

Correction to Roman Numeral 1, Barry is Vice Chair
Motion to approve by Edward Gerhard
Seconded by Brittany Chadwick
Passed unanimously.

4. Public Comments

None

5. Provider Treasurer's Report

Treasurer Angela Brown reported that the balance on June 30, 2012 was \$4,552.20, there have been no deposits and no withdrawals this quarter.

Old Business:

A. LHRC Follow-up RE: Review of Corrections to Human Rights Policies and Procedures: Moore Cole, Inc.

Under the section Provider Reporting Requirements, Seclusion and Restraint, Page 41, #1 – Delete (Only applies to facilities operated by DBHDS).

Motion by Monique Tinsley to require changes be made by Moore Cole and submitted by July 24 to Mr. Curseen, seconded by Brittany Chadwick, passed unanimously.

B. LHRC Follow-up RE: Corrections to Quarterly Reports for Reporting Period of January 1, 2012 – March 31, 2012 (1st Quarter)

Barry Vasser reviewed the following list of corrections received:

1. A Fresh Approach – (corrections received 5/14/12)
2. All Family Matters – (corrections received 5/16/12)
3. Jackson-Field Homes – (corrections received 5/22/12)
4. M.I.N.K.S. – (corrections received 5/22/12)
5. Omega II Therapeutic After School, Inc. – (corrections received 5/22/12)
6. Saving Lost Souls – (corrections received 5/22/12)
7. The Choice Group – (corrections received 5/22/12)
8. Virginia Home for Boys & Girls (IIH Svs.) – (corrections received 5/22/12)
9. Youth Builders – (corrections received 5/16/12)

Jennifer Huffman made a motion to accept reports as corrected, seconded by Edward Gerhard, passed unanimously.

New Business:

I. Request for Affiliation (NEW) RE: Breaking Barriers in Schools and Communities, LLC for the provision of School based Day Treatment Services in Richmond, VA – Mr. Michael Miles and Mr. O’Kelly Lilly

Michael Miles & O’Kelly Lilly presented information on the program of day treatment services in schools, reviewed mission, behavior modifications to make increased functioning possible, individual and group, medication management, among others. Reduce in-school and out-of-school suspension, enhance communication skills, and enhance self-esteem. 27 years of combined relevant experience in DC, Maryland and VA. Exclusion – danger to self or others, those who require more intense services, medical condition or impairment that prevents utilization of services, services required beyond scope of program. Depend on support from other services as well. Monique Tinsley asked about the ratio of client to staff: 5-1 is max. Mr. Curseen asked about the qualifications of staff: trained in behavior mgt – TOVA. Barry Vasser asked about age restrictions: will serve age 5-17. Jennifer Huffman asked about location of services: school based. Brittany Chadwick asked about source of references: schools, local CSB’s. Monique Tinsley made a motion to accept for affiliation, Brittany Chadwick seconded, passed unanimously. Mr. Curseen indicated that this provider will be assigned to Group B, and requested contact information (email) to use for sending information.

II. Human Rights Policies and Procedures Review RE: Breaking Barriers in Schools and Communities, LLC

Barry Vasser reviewed the following required changes and copies were provided by Mr. Curseen:

1. Need to include a Table of Contents.
2. Use of Seclusion, Restraint & Time Out
Page 26, #1 – Delete reference to seclusion
 - Need to include the type of recognized behavior intervention utilized for physical restraints.
 - Need to specify the time limits for physical hold. (Recommend no more than 10 minutes for the safety of clients and staff.)
 - Need to specify that only staff who have been trained in the proper and safe use of physical restraints may initiate, monitor and discontinue its use.
3. Provider Reporting Requirements
Page 43, #3 – Delete reference to seclusion
 - A.2 – delete (mechanical)
 - A.3 – delete (pharmacological)
 - #4 – delete (seclusion)
 - b., c., c.1, and #4 – delete reference to seclusion

Monique made a motion that Breaking Barriers in Schools and Communities, LLC, make the required changes and submit to Mr. Curseen within 10 days (by July 24), seconded by Brittany Chadwick, and passed unanimously.

III. Request for Affiliation (Program Expansion) RE: Family AriZen for the Provision of Mental Health Support Services in Richmond, VA – Mr. Byron Porcher

Provider representative reviewed details of program, exclusions, source of funding. Jennifer Huffman asked about training: Crisis Wave, Human Rights compliance training annually. Michael Curseen asked about current services: in-home Mental Health Supports now. Family members of those in the program need support and referrals come from there. Motion to accept was made by Brittany Chadwick, seconded by Edward Gerhard, and passed unanimously.

IV. Request for Affiliation (Program Expansion) RE: Omega II Therapeutic Afterschool, Inc. for the provision of Adult Mental Health Support Services – Dr. Vera Bell

Provider representative presentation regarding services to be provided in the home and community, transportation to appointments, and others. Monique asked about training activities regarding Human Rights compliance and informing clients about their rights: competence training and testing. Michael Curseen asked about staff qualifications: degree in soc work or psych and experience in the field, TOVA. Edward Gerhard asked about clients being informed about Human Rights: orientation and signatures by clients. Michael Curseen asked about location: Home and facility for training. Motion to accept request for expansion was made by Monique Tinsley, seconded by Brittany

Chadwick, and passed unanimously. Barry Vasser recommended training staff and letting clients know who to contact in the organization regarding Human Rights issues.

V. Human Rights Policies and Procedures Review RE: River Services, Inc.

Received policies and procedures, but not in attendance. Changes are required:

Use of Seclusion, Restraint and Time Out

Page 29 – Restraint for Behavioral Purposes under definitions:

- delete references to medication and mechanical restraints
- need to include a time limit for use of physical restraints
- need to specify the type of recognized behavioral management training used
- need to specify that only staff trained in the safe and proper use of physical restraints may initiate, monitor or discontinue its use.

Motion to correct and submit within 10 days (by July 24) was made by Brittany Chadwick, seconded by Jennifer Huffman, and passed unanimously.

VI. Metropolitan LHRC Revised Meeting Dates and Reporting Requirements (6/14/12)

Barry Vasser, Vice Chair reviewed this document. There have been no major changes; just added annual report dates for A & B. Reminder to submit reports by due date, even if not scheduled to meet. Failure to do so will result in recommendation for citation.

VII. LHRC Provider Attendance Requirement:

Barry Vasser, Vice Chair, reviewed one more time. Make sure you have a back-up from the agency in case there is a last minute problem. Have a back-up to the back-up. Citations can affect your licensure – make sure your participation in meetings and submission of required documents happens as it should.

VIII. LHRC Requests for Review of Documentation:

Barry Vasser reviewed again. Dates are provided that provide 10 business days. Pay attention to this. It is very unfortunate to get a citation for this violation when it is so avoidable.

IX. Quarterly Report for Period April 1, 2012 – June 30, 2012 (2nd Quarter)

GROUP A

1. A Fresh Approach Youth Services - received
2. All Family Matters, Inc. – not received
3. Committed Counseling Program - received
4. Commonwealth Clinical and Consulting Services – not received
5. District 19 CSB - received
6. Each One Counts Youth and Family Services – not received
7. Families In Care Intervention Services – received late (today)
8. Family AriZen – not received

9. Independent Capacity Systems – received but changes required
10. J & G House of Beginnings, LLC – not received
11. Moore Cole Group Home – not received
12. River Services – received but changes required

GROUP B

13. Jackson-Field – received but quarter date was incorrect (2nd not 1st), page 2 complaint totals
14. M.I.N.K.S. Youth & Family Services - received
15. Omega II Therapeutic Afterschool, Inc. - received
16. Restoring Youth Alternatives – not received
17. Saving Lost Souls, Inc. – received but question 1 needs update
18. Stepping Stones Towards the Future, LLC – received but requires further explanation of licensing citation and plan of correction.
19. The Center for Counseling and Community Affairs - received
20. The Choice Group - received
21. Virginia Home for Boys and Girls Intensive In-Home – received late (today)
22. Wise Enterprises – received late (at meeting)
23. Youth Builders, LLC received, but question 1 needs additional detail. Reginal responded re mechanisms to identify reportable allegations. How to ensure staff can recognize and report and how often? Reginal will correct and submit.

Brittany Chadwick made a motion for citation of the following for failure to provide report by required deadline per 12VAC35, 115250A11, seconded by Monique Tinsley, passed unanimously:

- All Family Matters
- Commonwealth Clinical and Consulting Services
- Each One Counts Youth and Family Services
- Family in Care Intervention Services
- Family AriZen
- J&G House of Beginnings
- Moore Cole Group Home
- Restoring Youth Alternatives
- Virginia Home for Boys & Girls
- Wise Enterprises

Monique Tinsley made a motion that the following providers submit requested revisions/amendments to quarterly reports to Mr. Curseen within 10 days (by July 24), seconded by Brittany Chadwick, passed unanimously:

- District 19 CSB
- Independent Capacity Systems
- River Services LLC
- Jackson-Field Homes

- Saving Lost Souls
- Stepping Stones Towards the Future
- Youth Builders

X. Human Rights Report: In-service Training RE:

- 1) Community Abuse & Neglect – report form and purpose reviewed by Michael Curseen. Must be submitted within 24 hours. 3 pages – gather info on program, client name and demographic information, abuse allegation, date of alleged abuse – check all that apply, and describe the alleged abuse. OK to be brief, but should be enough to give the reader enough to describe in general. Injuries or death. Who reported it and to whom? Report date. Notification on page 2. Dates of all notifications – should be able to gather all this in the first 24 hours. Will not have all the information – have 10 days to complete – but send in what you can at the time. Resend the report with all updates when complete with final written report. Alleged abuser – need first and last name of staff – alleged abuser is ALWAYS a staff member.
- 2) Peer on Peer Reporting – investigation whether staff's neglect contributed to the peer-on-peer abuse. Only need first names of clients therefore. The alleged abuser is always a staff person. Came out in August of 2003 from office of human rights. Mr. Curseen reviewed. Communicate with OHR for guidance if in doubt.

XI. Secretary's Report:

Jennifer Huffman reported. 11/11 agencies represented. Perfect attendance.

XII. Next Meeting:

September 11, 2012 (Group A)
November 13, 2012 (Group B)

XII. Adjournment

Motion to dismiss with thanks: made by Monique Tinsley, seconded by Jennifer Huffman, passed unanimously at 209PM.